

JEFFERSON COUNTY HUMAN SERVICES

Board Minutes

July 10, 2012

Board Members Present: Jim Mode, Pam Rogers, Richard Jones, Augie Tietz, Julie Merritt, John McKenzie and Jim Schultz

Others Present: Human Services Director Kathi Cauley; Aging & Disability Resource Center Manager Sue Torum; Administrative Services Manager Joan Daniel; Child & Family Resource Manager Brent Ruehlow; Economic Support Manager Jill Johnson; Office Manager Donna Hollinger; County Administrator Gary Petre; County Board Chairman John Molinaro

1. CALL TO ORDER

Mr. Mode called the meeting to order at 8:30 a.m.

2. ROLL CALL/ESTABLISHMENT OF QUORUM

All present/Quorum established

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Compliance attained

4. REVIEW OF THE JULY 10, 2012 AGENDA

No changes

5. CITIZEN COMMENT

No comments

6. APPROVAL OF THE JUNE 12, 2012 BOARD MINUTES

Mr. Schultz made a motion to approve the June 12, 2012 board minutes.

Ms. Rogers seconded.

Motion passed unanimously.

7. COMMUNICATIONS

No communications

8. REVIEW OF MAY 31, 2012 FINANCIAL STATEMENT

Ms. Daniel reviewed the May 31, 2012 financial statement (attached) and reported that we are projecting a positive fund balance of \$7,199. Ms. Daniel also presented the financial statement and summary sheet that details projections for revenue, expenses, tax levy and variance by program within each Division and discussed the areas that are having the most impact on the budget. Ms. Daniel also presented a report showing Alternate Care and Commitments costs.

9. REVIEW AND APPROVE JUNE, 2012 FINANCIAL VOUCHERS

Ms. Daniel reviewed the summary sheet of vouchers totaling \$459,974.88 (attached).

Ms. Rogers made a motion to approve the June vouchers totaling \$459,974.88 as presented.

Mr. Tietz seconded.

Motion passed unanimously.

10. DIVISION UPDATES: CHILD & FAMILY RESOURCES, BEHAVIORAL HEALTH, ADMINISTRATION, ECONOMIC SUPPORT, AND AGING & DISABILITY RESOURCE CENTER

Child & Family Resources:

Mr. Ruehlow reported on the following items:

- In June we had a spike in children being placed in out-of-home care
- We received the safety grant several months ago, and have made two referrals to that program, which is no cost to the county. This has kept six children from going into out-of-home placement. We send social workers into the home during high stress times, potentially 7 days a week.
- The CPSIA team is receiving more referrals. Most referrals require a full in-home investigation in order to determine further action.
- We had our 5-month check-in to discuss the (termination of parental rights) cases that were discussed during the Permanency Roundtable meeting. Of the three cases that were discussed, one case is ready for reunification. This permanency roundtable group looks at all of the family issues and dynamics to come up with a potentially feasible solution.

Behavioral Health:

Ms. Cauley reported on the following items:

- Emergency Mental Health numbers have come down.
- Crisis calls are projected to be 5600 for the year.
- Emergency detentions are up for the year mostly due to substance abuse and overdoses.
- We have been meeting with Rock and Walworth counties to see what we can collaborate on, such as:
 - Sharing level 5 placements for children with high mental health needs
 - Standardizing rates for residential providers
 - Sharing audit reviews

Administration:

Ms. Daniel reported on the following items:

- We have state auditors here this week
- We are working on the 2013 budget
- We are still waiting for the CCS rates from the state and we can't bill until we hear from them.

Economic Support:

Ms. Johnson reported on the following items:

- The June caseload was 7085 households, which is an increase of 28 households.
- We hired a new staff to replace the individual who left. She was from the Madison Call Center, so is familiar with the processes and regulations.

- We still have bi-weekly agent meetings regarding the Call Center. We used to have about 1800 calls per week and we are now up to about 2500 calls per week, but it may be due to the changes in BadgerCare.
- We are starting a new process called ScanFirst, which means that customer paperwork will be scanned into the document system before it gets to the worker.
- The Food Stamp & Employment Training (FSET) plan was submitted.
- August 18 is the scheduled date for *Ready Kids for School*, where school supplies are distributed to low income children. It will be held at the Fairgrounds from 11 – 2.
- The regional office completed a Management FoodShare evaluation review of the consortium and presented preliminary results. They stated that Jefferson County had the best and most informative website.

Aging & Disability Resource Center:

Ms. Torum reported on the following items:

- Richard Running, Inc. has purchased Brown Cab Service. He has employed Dave Lowe, a long time Department of Transportation employee, to help run the business. They have written a Community Transportation Association of America (CTAA) grant to study coordination between communities in Jefferson County. The application was approved and CTAA will be coming to start the study in late August or early September. In August, Ms. Torum will be meeting with Mr. Lowe to learn more about this project.
- The ADRC will be implementing a Cognitive Screening Initiative. This involves staff members being trained to complete brief cognitive assessments and managers making connections with community providers so that they understand what the program is all about and how the pieces fit together. The purpose of the initiative is to catch people early if they show signs of dementia and refer them back to medical providers for a more thorough assessment. Early intervention allows people to plan their futures and benefit from medication options.
- Jefferson, Dodge and Waukesha counties have been chosen to participate in an Advance Care Planning Project with the State Medical Society. The society will coordinate the pilot projects and will facilitate advance care planning discussions about palliative care. The counties will be responsible for making arrangements with local providers, etc. The first meeting between the counties and medical Society will take place on August 22.
- The county is signing on with Volunteer Wisconsin, a program that connects organizations with volunteers. The program relies on an extensive database to create and post job descriptions of openings for volunteers and will help track data. The Human Services Department set up its account yesterday.

11. UPDATE ON MEDICAID AND MEDICARE COMPLIANCE

Ms. Cauley reported on the Affordable Care Act, which made compliance programs mandatory for any third party biller to Medicaid or Medicare. We will have to have policies and procedures, a compliance committee, and a Compliance Officer (CO). Currently we are working on a compliance handbook. The management team determined that we may only

need a part time CO and will assign these duties to someone on the fiscal team, and then re-arrange his/her duties as needed.

As discussed in prior meetings, 50% of the reimbursement for the Medicaid auditors is based on the errors they find. All Medicaid programs including Birth to Three, Targeted Case Management, and Behavioral Health Programs will be reviewed at some point.

Forward Health, which serves as the new Medicaid Management Information System for the state of Wisconsin, has notified all Medicaid providers that they need to re-enroll. This means that all of our staff have to re-enroll and be accredited. Dr. Haggart has agreed to do his work electronically, so we may be able to recoup some money to help pay for the purchase of an electronic health record system. We will put this in as a capital budget item.

12. UPDATE ON THE INCREASE IN SENIOR POVERTY

Ms. Torum reported that Jefferson County will see an increase in its federal Older American's Act allocation because the last census and American Community Survey showed that there is an increase in the number of elders with incomes at or below 125% of the federal poverty level residing in Jefferson County. The actual numbers are not yet available; however, Jefferson County is in the top 10 of counties seeing allocation increases as a result.

13. REVIEW THE COST COMPARISONS ON ATTORNEY HENRY PLUM AND THE TERMINATION OF PARENTAL RIGHTS

Ms. Cauley presented a report (attached) on the cost comparison of expenses for Attorney Henry Plum and the costs associated with the termination of parental rights. The projection of savings in alternate care placements totaled \$1,168,747 compared to IVE net costs of \$89,410. These statistics are from 2010 – May, 2012.

14. UPDATE ON SUBSTANCE ABUSE AND PUBLIC INTOXICATION

Ms. Cauley reported that she has been meeting with the Watertown Regional Hospital, Fort Atkinson Memorial Hospital, the Beaver Dam Hospital, Walworth & Dodge County Health Departments and Law Enforcement Agencies. We are defining ourselves as the Substance Abuse Coalition. The group is looking at ordinances, options for local detox facilities, and training opportunities. Dr. Rich Brown would like to train paraprofessionals in prevention.

15. DISCUSS AND PLAN FOR 2013 BUDGET

Review Funding Request from Public Hearing – PADA

The board reviewed last year's funding of \$45,000 and discussed the important work PADA provides, which directly helps Human Services.

Ms. Rogers made a motion to increase the 2013 donation from \$45,000 to \$50,000 if the budget warrants the additional \$5,000.

Mr. Jones seconded.

Motion passed unanimously.

16. UPDATE ON WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION AND CONFERENCE

Mr. Mode reported that the Redesign Committee met and discussed the vote that was held at the Spring Conference. The vote was 30 – 28 to continue looking at the Shared Governance Authority. The vote was 47 – 12 to continue pursuing statutory revisions.

17. SET NEXT MEETING DATE AND POTENTIAL AGENDA ITEMS

The next meeting will be on Tuesday, August 14, 2012 at 8:30 a.m.

18. ADJOURN

Ms. Rogers made a motion to adjourn the meeting.

Mr. Tietz seconded.

Motion passed unanimously.

Meeting adjourned at 9:45 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, August 14, 2012 at 8:30 a.m.

Workforce Development Center

874 Collins Road, Room 103

Jefferson, WI 53549